

MEMORANDUM

September 21, 1972

TO: The Boston Redevelopment Authority

FROM: Robert T. Kenney, Director

SUBJECT: Affirmative Action Advisory Council

On May 18, 1972, the Authority approved Amendment 17 to the Personnel Policy re-emphasizing affirmative action and the establishment of a formal Affirmative Action Program. Within the text of this amendment, I indicated that I would propose an Affirmative Action Advisory Council as an integral part of the process of affirmative action.

It is proposed that the Authority's Affirmative Action Advisory Council be composed of the following members of the staff:

1. Robert Walsh, Director of Community Development
2. Ralph Memolo, Public Information Officer
3. William Baker, Administrative Assistant II
4. Charles Adams, Senior Administrative Assistant
5. Marcia Myers, Planning Officer II/Special Projects
6. Ann Wolpert, Senior Librarian
7. Elizabeth Farrell, Director of Federal Aid

The Director of Personnel, John P. McMorrow, and the Compliance and Equal Opportunity Officer, Roy E. Neblett, would also serve as ex-officio members of the Advisory Council to work with the Council on affirmative action matters.

The preliminary duties of the Council would include, but not be limited to, the following functions: meet monthly to review the status of the Affirmative Action Program; make affirmative action recommendations to the Director of Personnel and Compliance and Equal Opportunity Officer; assist in review and resolution of alleged grievances before the grievances became major; and, report directly to me on various phases of the Affirmative Action Program that require more emphasis. It is expected that additional duties will evolve as the Council becomes more familiar with their preliminary duties.

An appropriate vote is attached.

Attachment

